

Department of Defense/SOUTHCOM
SCO Conference
Doral, FL – 27 October, 2010

What Do I Need to Know about ICASS?

Q. What does ICASS stand for?

A. International Cooperative Administrative Support Services

Q. Does ICASS affect me and, if so, in what way?

A. Yes because it is how you get the logistical support that you don't provide for yourself (e.g. housing, financial management, customs clearance etc.) and because it costs you money.

Q. What does this money pay for?

A. It pays for the cost of the services that you receive and for a percentage of the support costs for the ICASS service providers at your post. These costs are shared by all USG entities at post.

Q. Why do I pay for the services the ICASS service providers receive?

A. Because they do not have an appropriation from Congress to pay their costs directly.

Q. Do I have to sign up for all services that ICASS provides?

A. No, the only mandatory services are Basic Package and Community Liaison Office.

Q. Is ICASS a cost accounting or a cost distribution system and what is the difference?

A. ICASS is a cost distribution system. The total cost of a service is calculated for a year and the people who use that service pay for the portion of the service that they use. A cost distribution system is less expensive to operate and maintain than a cost accounting system.

Q. Are there ICASS meetings that I will attend and, if so, which ones?

A. Two groups have meetings: the ICASS Council and the Budget Committee. Each group meets approximately four times a year. **The SDO will sit on the ICASS Council at post for DOD.** Everyone who receives an ICASS bill at post is on the Budget Committee. **The Budget Officer/Analyst or OPSCO will represent your office on the Budget Committee.**

Q. What else do I have to do and why?

A. If you serve on a Council or Budget Committee, you have to verify your consumption of ICASS services (workload counts) usually in May/June because your invoice will be based on those workload counts. You have to sign your initial invoice, usually in November, and your final invoice, usually in April, to inform your HQ office that you have received these services so they can pay for them. Be sure your service provider at post knows which ICASS agency code to use for services you receive.

Need more information? Look for it at:

www.icass.gov

Have a question? Send an email to:

ICASSServiceCenter@state.gov